



**MEETING MINUTES
CITY OF HUNTINGTON BEACH
FINANCE BOARD**

**WEDNESDAY, NOVEMBER 14, 2007 AT 6:00PM
CIVIC CENTER, LOWER LEVEL, ROOM B-8**

- 1) **CALL TO ORDER:** At 6:10 PM, Chair Falzon called the meeting to order.
Vice Chair Geddes, Members: King and Jones
Absent: Members Garcia and Lograsso
Present: Dan Villella, Finance Director, Carrie Gonzales, Administrative Assistant
- 2) **PUBLIC COMMENTS:**
There were no public comments made.
- 3) **APPROVAL OF MEETING MINUTES:**
October 10, 2007 – Member King made motion to approve the minutes, seconded by Vice Chair Geddes.
(3-1-2, Member Jones abstained, Members Garcia and Lograsso absent)
- 4) **STAFF REPORTS/BUSINESS ITEMS:**
 - a) **Chairman's Update**
Chair Falzon mentioned he has not had any contact from Council Member Bohr regarding his vacancy on the Board.
 - b) **New City Administrator**
Dan Villella informed the Board there will be a closed session meeting would be held at the November 19 City Council meeting to discuss the acting City Administrator position.
 - c) **Long Term Financial Plan (LTFP)**
Dan Villella discussed the status of the LTFP. Dan informed the Board he gave Craig Hoshijima, PFM Senior Managing Consultant a copy of the IIMP. He stated Craig had met with Dave Webb, Acting Public Works Director-Operations and Travis Hopkins, Acting Public Works Director-Engineering to discuss the Capital Improvement Program funding. Dave and Travis provided Craig with a list of unfunded projects.

Craig Hoshijima met with Penny Culbreth-Graft, City Administrator, Paul Emery, Deputy City Administrator, Bob Hall, Deputy City Administrator, and Dan Villella to discuss the information Craig received from his meeting with Dave Webb and Travis Hopkins. At this meeting, they informed Craig that they did not want the LTFP to be project specific. Craig needed more information and direction to what they want to have funded over what length of time. He addressed the fact that the IIMP has not been updated and the CIP was funded for five years.

Dan Villella, Paul Emery, Dave Webb, Travis Hopkins, and Jennifer Lampman, Senior Administrative Analyst will meet on November 27 to discuss how to bridge the gap expressed by administration.

The Board had the following discussion on the LTFP:
 - Will the LTFP still be tied to the Strategic Plan?
 - Does the IIMP need to be updated?
 - What is required over the next ten years to fund projects?
 - What are the greatest needs of the City?
 - Is the LTFP still the Finance Board's project?
 - d) **Bi-Monthly Meetings with the Mayor & Finance Board Chair**
Beginning in January, the soon to be Mayor, Debbie Cook, would like to hold bi-monthly meetings with the commission, board, committee, and citizen group chairs. If the chair is unavailable, she would like the vice chair or another representative to attend in their place. The first of these meeting is tentatively



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scheduled for Wednesday, January 9 at 4:00 PM in room B-8. Subsequent meetings will also be at the same time on the 2nd Wednesday of the months of March, May, July, September, and November.

e) Annual Report

Chair Falzon handed out a draft version of Finance Board's 2007 annual report. The Board reviewed the items listed and Chair Falzon asked the Board to come back at the December 12 meeting with suggestions and continued discussion.

5) OPEN/CLOSED ITEM LIST

Pat Dapkus responded to the Board's request on item 2006-010, this item will be moved to the closed list.

6) COMMENTS FROM BOARD MEMBERS

Chair Falzon mentioned the upcoming Mayor's Boards and Commissions appreciation reception Monday, November 26 from 6:00 PM to 8:00 PM at the Central Library.

ADJOURNMENT

Vice Chair Geddes made a motion at 7:50 PM to adjourn the meeting to Wednesday, December 12, 2007, at 6:00 PM., seconded by Member Jones. The motion was approved 4-0, Members Garcia and Lograsso absent.

Respectfully submitted by:

Dan Villella, Finance Director
Secretary to the Finance Board